Santa Ana College Mission Statement: *Santa Ana College inspires, transforms, and empowers a diverse community of learners.*

Administrators		Academic Senate		CSEA	
Bart Hoffman, Co-Chair	Stephanie Paramore	**Marty Rudd, Co-Chair**	**Nicole Patch**		
Jim Kennedy	**Veronica Oforlea**	**Tommy Strong**	**Jim Isbell**		
Vaniethia Hubbard	Jennie Adams	**Monica Zarske**	**Darren Hostetter**	**District Liaison**	
Jeffrey Lamb	**Shannon Kaveney**	**John Zarske**	Suanne Oh		
Don Maus					
			Bold = present		
Guests				**Campus Safety & Security**	
Denise Bailey	**Dr. Fernando Ortiz**			Dave Waters	
Amberly Chamberlain	**Bill Reardon**			**ASG Representative**	
Dawn McKenna	**Mike Delaby**				

1. WELCOME AND INTRODUCTIONS		
	Self-Introductions were made.	Meeting called to order at 1:35pm Adjourned at 2:14pm.
2. PUBLIC COMMENTS		
	None	
3. MINUTES	**DISCUSSION/COMMENTS**	**ACTIONS/ FOLLOW UPS**
	Approval of March 15, 2022	Motion moved to approve the February 15, 2022 minutes by Monica Zarske, 2nd by John Zarske.
4. FACILITIES COMMITTEE ITEMS	**DISCUSSION/COMMENTS**	
	None	

5. PROJECT UPDATES	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	None	

6. STANDING REPORTS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Student Report – None **Facilities Report** Shannon Kaveney reported that brackets for the plexiglass have arrived and will begin installation. North Orange County Community College District offered 100 partitions to the District and they will be used at SAC. Plexiglass will go up in the areas that do not have any. Additional brackets were purchased to replace the existing wood frames. Air purifiers are currently being tested in different office areas. First round of hiring custodians has been completed and three were moved forward to Human Resources. This position will be reposted for the 7-8 vacant positions. Bill Reardon thanked the Facilities staff for their work in assisting with the moving of Fire Technology from one building to another. **Safety and Security Report** – None **Risk Management Report** – None	

7. ACCREDITATION		ACTIONS/ FOLLOW UPS
	Monica Zarske reported that the ACCJC has a policy to monitor institutional performance and federal regulations and they require an annual report to be submitted. This report was submitted, and it was data driven. The data was regarding headcounts, mainly to see any increase of 50% or more or if there was a decline. This includes Distance Education. The Research staff populated the needed data. The report showed a decline of about 10,000 headcounts for FY 20.21. There was also a drop in enrollment of about 11%. There was a 39% increase for Distance Education due to the pandemic. Other information on the report included, aspirational goals, student achievements, certificate degrees, transfers and CTE information. Marketing efforts and enrollment management plans were also included. She added that SAC's Enrollment Management plan was recently approved, and a Marketing plan proposal was presented at the Planning and Budget Committee. These efforts will help boost enrollment.	

8. OLD BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	None	

9. NEW BUSINESS	DISCUSSION/COMMENTS	ACTIONS/ FOLLOW UPS
	Block Schedule Presentation Dr. Fernando Ortiz presented 2022-2023 Block Schedule. The Block Schedule was based on pre-Covid. A taskforce was created to work on the forming of the Block Schedule. It was important to keep a 10-minute common break so students can have more opportunities to take more classes rather than overlap class schedules. For students taking classes on campus, the goal was to take as many classes as possible per section over the course of a day. This was presented to the Academic Senate, faculty and through proper constituency channels for feedback. The Deans also had input. Some Deans expressed concern with the later times running later than normal. It will be the Dean's discretion to make the decision to change the end time of the class. This Block Schedule was used for Fall 2021 and Spring 2022 and forward. In Spring 2022 there are about 16 sections that go past the 10:00pm hour. It is difficult to assess the impact as this was the first semester in full implementation. We will need to wait until the Fall to determine the efficiency. Dr. Hoffman asked if there were talks about a college hour used for meetings between faculty and staff. Dr. Ortiz reported that that recommendation was heard, but it was felt that it was more important to use that time for students to take courses. Marty Rudd asked if there would be enough time for custodial staff to prep rooms in between classes. Shannon Kaveney replied that the custodians would be able to meet the campus' needs accordingly and will be easier once he has a full crew of custodians. The intent is to align courses to run as presented in the Block Schedule to create better efficiency for students to take more sections throughout the day. This schedule was designed for a student taking 12 units on campus. But it will be hard to assess this right now due to the hybrid schedules. We will need to wait a few semesters post-Covid to assess this Block Schedule.	

10. FUTURE AGENDA ITEMS	DISCUSSION/COMMENTS	
	Safety & Security Training Calendar Dr. Hoffman reported that the Safety and Security Training Calendar will include trainings for Incident Command Center, Floor Wardens and Building Captains and the use of radios. A draft will be forthcoming.	
11. OTHER	DISCUSSION/COMMENTS	
	Next Meeting: May 17, 2022	

SUBMITTED BY Maria Cardona